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July 29, 2008

TO: Supervisor Yvonne B. Burke, Chair  
Supervisor Gloria Molina  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: Wendy L. Watanabe *Wendy Watanabe*  
Acting Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – VISTA DEL MAR  
CHILDREN AND FAMILY SERVICES - CK EMANCIPATION AND MAIN  
CAMPUS GROUP HOMES**

We have completed a review of CK Emancipation and Main Campus Group Homes (Group Homes or Agency) operated by Vista Del Mar Children and Family Services. The Group Homes contract with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

CK Emancipation Group Home is a six-bed facility, which provides care for boys ages 13-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, CK Emancipation Group Home was providing services for one DCFS child and three privately placed children.

Main Campus Group Home is a 44-bed facility, which provides care for boys and girls ages 10-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, Main Campus Group Home was providing services for 16 DCFS children and 26 privately placed children.

CK Emancipation and Main Campus Group Homes are located in the Third and Second Districts, respectively.

**Scope of Review**

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and

licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

### **Summary of Findings**

The Group Homes are providing the services as outlined in their Program Statements except for a few deficient areas that CK Emancipation Group Home needs to address.

CK Emancipation Group Home needs to re-paint the exterior of its facility, re-paint or replace the living room door frame, and repair or replace the kitchen baseboards and the bathtub in bathroom one. CK Emancipation Group Home also needs to clean the walls in the den and in bedrooms two and three.

Attached is a detailed report of the review.

### **Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Don Chadwick at (626) 293-1102.

WLW:MMO:DC:CC:gfw

c: William T Fujioka, Chief Executive Officer  
Patricia S. Ploehn, Director, DCFS  
Susan Kerr, Senior Deputy Director, DCFS  
Robert B. Taylor, Chief Probation Officer  
Joel Mogy, Board President Vista Del Mar Children and Family Services  
Elias Lefferman, Ph.D., Executive Director, Vista Del Mar Children and Family  
Services  
Public Information Office  
Audit Committee

**Vista Del Mar Children and Family Services  
CK Emancipation Group Home  
Canoga Park, California, 91306  
License Number: 191290180  
Rate Classification Level: 12**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

CK Emancipation Group Home is located in a residential community. The front and back yards are clean and adequately landscaped. The exterior of the Group Home is adequately maintained. However, the exterior paint is chipped and cracked.

Generally, the interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the paint on the living room door frame is chipped, the kitchen baseboards are damaged and the den walls are dirty. In addition, the bathtub in bathroom one is damaged.

Overall, the children's bedrooms are well maintained. The rooms are orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, the walls in bedrooms two and three are dirty.

The Group Home maintains age-appropriate and accessible recreational equipment. There are also board games, a TV and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Vista Del Mar management:**

- a. Re-paint the Group Home exterior.**
- b. Re-paint or replace the door frame in the living room.**
- c. Repair or replace the baseboards in the kitchen.**
- d. Repair or replace the bathtub in bathroom one.**

- e. Clean the walls in the den and in bedrooms two and three.

## **II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: One**

### **Comments:**

The child meets the Group Home's population criteria as outlined in their Program Statement. The child was assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive and include short and long term goals.

Case files reflect adequate documentation to show that the child is receiving treatment services.

### **Recommendation**

**There are no recommendations for this section.**

## **III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: One**

### **Comments:**

The child is attending school. The child is provided with educational support and resources to meet his educational needs and is progressing satisfactorily in school. The Group Home's program includes the development of the child's daily living, self-help and survival skills.

The child is provided with opportunities to participate in emancipation and vocational programs as appropriate.

### **Recommendation**

**There are no recommendations for this section.**

#### **IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: One**

**Comments:**

The Group Home provides the child with sufficient recreational activities and leisure time. The child is provided with opportunities to participate in planning activities. The child participates in extra-curricular, enrichment and social activities in which he has an interest.

The Group Home provides transportation to and from the activities.

#### **Recommendation**

**There are no recommendations for this section.**

#### **V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

The child has a current court authorization for psychotropic medication. Documentation confirms that the child is routinely seen by the prescribing psychiatrist.

The child is informed about his psychotropic medications and is aware of his right to refuse medication. Medication distribution logs are properly maintained.

#### **Recommendation**

**There are no recommendations for this section.**

#### **VI. Personal Rights**

**Method of assessment – Interviews with children**

**Sample size: One**

**Comments:**

The child is informed about the Group Home's policies and procedures. The child reports that he feels safe in the Group Home and is provided with appropriate staff

supervision. The child expresses satisfaction with the quality of his interactions with staff and reports that the staff treats him with respect and dignity.

The child reports that he is assigned chores that are reasonable and not too demanding. The child is allowed to make and receive personal telephone calls, send and receive unopened mail and have private visitors. The child attends religious services of his choice.

The child reports that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

The child reports satisfaction with meals and snacks. The Child also receives voluntary medical, dental and psychiatric care.

### **Recommendation**

**There are no recommendations for this section.**

## **VII. Clothing and Allowance**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size: One**

### **Comments:**

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to the child. The child is provided with opportunities to select his own clothes. Clothing provided to the child is of good quality and of sufficient quantity.

The Group Home provides the child with the required minimum weekly allowance. The child spends his allowance as he chooses.

The Group Home provides the child with adequate personal care items. The child is also encouraged and assisted in creating and maintaining a photo album/life book.

### **Recommendation**

**There are no recommendations for this section.**

**Vista Del Mar Children and Family Services  
Main Campus Group Home  
Los Angeles, California, 90034  
License Number: 191600721  
Rate Classification Level: 12**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Main Campus Group Home is located in a residential community. The exterior of the Group Home is well maintained. The grounds are clean and adequately landscaped.

The interior of the Group Home quarters are well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age-appropriate and accessible recreational equipment. There are also board games, a TV and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendation**

**There are no recommendations for this section.**

**II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Nine**

**Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive and include short and long term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

**Recommendation**

**There are no recommendations for this section.**

**III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Nine**

**Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are not provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendation**

**There are no recommendations for this section.**

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Nine**

**Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.



**Recommendation**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication. Medication distribution logs are properly maintained.

**Recommendation**

**There are no recommendations for this section.**

**VI. Personal Rights**

**Method of assessment – Interviews with children**

**Sample size: Nine**

**Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that the staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks. Children also receive voluntary medical, dental and psychiatric care.

**Recommendation**

**There are no recommendations for this section.**

**VII. Clothing and Allowance**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Nine**

**Comments:**

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items. Children are also encouraged and assisted in creating and maintaining photo albums/life books.

**Recommendation**

**There are no recommendations for this section.**



- VISTA DEL MAR CHILD AND FAMILY SERVICES
- REISS-DAVIS CHILD STUDY CENTER
- JULIA ANN SINGER CENTER
- HOME-SAFE
- FAMILY SERVICE OF SANTA MONICA

April 30, 2008

Candace Rhue

Department of Auditor Controller, Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 410  
Los Angeles, California 90012

Joel R. Mogy  
Chairman, Board of Directors  
Elias Lefterman, Ph.D.  
President/Chief Executive Officer

Dear Ms. Rhue:

The Corrective Action Plan pertaining to the January 29, 2008 audit of Vista Del Mar's Boys Group Home is the following:

Vista Del Mar Management:

- Repair and paint the Group Home exterior  
Anticipated implementation date: May 3-May 12  
(Timing as per our conversation with Greta Walters)
- Repair or replace the door frame in the living room  
(Implemented 2/14/08)
- Repair or replace the baseboards in the kitchen.  
(Implemented 2/14/08)
- Repair or replace the bathtub in bathroom one.  
(Implemented on 2/14/08)
- Clean the walls in the den and in bedrooms 2 and 3  
(Implemented on 2/14/08)

The plan to ensure that the deficiencies noted will not occur in the future is that Catherine Delgado, Group Home Supervisor, will be monitoring the above which have been added to her weekly check list. As needed, she will email Vista Del Mar's Maintenance Department to request that needed repairs occur. David Locken, QM Director, is able to monitor time frames for requested repairs in Vista Del Mar's Computer system to ensure that that requests occur in a timely manner.

If you have further questions, please feel free to contact me.

Sincerely,

  
Amy Jaffe, LCSW  
Senior Vice President of Operations